March 4, 1998 Washington, D.C.

## GSA AGREES TO RELOCATION PLAN Annex Project Moving Forward

Last night, the General Services Administration (GSA) agreed to manage and fund appropriate relocations of court staff and judges in connection with the courthouse Annex and renovation project and signed a Memorandum of Understanding to that effect. Specifically, the Memorandum of Understanding provides:

It is the understanding of the signatories that the General Services Administration (GSA) will manage and fund the relocation of the occupants of the East Wing of the U.S. Courthouse, Washington DC. GSA will fund standard alterations in accordance with the 1997 U.S. Courts Design Guide, moving costs and like telecommunication infrastructure.

Relocation from the Courthouse will occur prior to the start of the construction of the Annex. However, the Court of Appeals Judges will not move during the Court term (September through May). The return move for the Judges to the Annex and/or Courthouse will not occur during the Court term.

The effort to be managed and funded by GSA will include the procurement of external lease space, alterations in space external to the courthouse and internal courthouse space realignment alterations essential to accommodating East Wing occupants within the existing facility. In addition to providing space programming, layout and design services, GSA will ensure that those spaces within the courthouse that will remain occupied during construction will not be subjected to excessive noise and disruption. Evidence of the quality of space in the courthouse during construction will be provided by an acoustic expert funded by GSA.

While occupying space outside of the existing courthouse, GSA will relieve the U.S. Courts of rent obligation for the unoccupied east wing space.

The Memorandum of Understanding has been signed by William R. Lawson, Assistant Regional Administrator for GSA's National Capitol Region, Chief Judge Edwards and Chief Judge Johnson. All parties understand that GSA cannot formally obligate funds that it has yet to receive; however, the agreement assumes that GSA will take all necessary steps to seek the required funding and that the burden of funding the relocations is solely GSA's.

In light of the signed understanding regarding relocation arrangements, the courts have agreed to go ahead with the Concept Selection Workshop on March 9, 1998 at 4:00 p.m.

## Pre-Workshop Briefings Scheduled for Judges and Staff

Sara Delgado, the courts' in-house architect, will conduct a number of briefing sessions over the next two days to prepare judges and staff for the Concept Selection Workshop on Monday, March 9, 1998, at 4:00 p.m. in the Ceremonial Courtroom. All briefings will be held in Room 6314, the conference room behind the Ceremonial Courtroom, and will last approximately 30 minutes.

At the briefings, Sara will present the three design schemes currently under consideration and will highlight the functional and aesthetic considerations relevant to evaluating the competing designs. Ample time for individual questions will be provided.

District Court briefing sessions will be held on Thursday, March 5, 1998, at 10:00 a.m. and 4:00 p.m. and Friday, March 6, 1998, at 10:00 a.m. and 1:00 p.m.

Court of Appeals briefing sessions will be held on Thursday, March 5, 1998, at 11:30 a.m. and Friday, March 6, 1998, at 3:00 p.m.

Any judge who cannot attend one of the scheduled briefing sessions is encouraged to drop by Sara's office in Room 5810 or to schedule an individual meeting by calling Sara at 216-7351. Page 2 Annex Update

## Please attend the

## Concept Selection Workshop Monday, March 9, 1998 4:00 p.m. Ceremonial Courtroom